

MINUTES OF DISASTER COUNCIL MEETING

August 25, 2010

CALL TO ORDER: Chair Glass called the meeting to order at 3:05 PM

FLAG SALUTE: Led by Sumie Imada, New Horizons.

ROLL CALL / MOTIONS FOR EXCUSED ABSENCE: Ghislaine Davis absence excused
Motion - Siani Second – Galbasin All Ayes

DEPARTMENT REPRESENTATIVES:

Tracy Bonano	Emergency Services
Joe Huld	City Clerk's Office
Viet Hoang	City Manager's Office
Jim Mills	Transit
Jim Sheldon	Community Development
Gesuina Paras	City Manager's Office/ Cable/Community Relations
Diana Sutherland	City Treasurer's Office
Jan Wierzbicki	Library
Tad Friedman	TFD
Shant Mergerdichian	General Services
Edith Stieglitz	CERT
Caroline Elam	CERT / TARA /ADT
Chuck Galbasin	TARA
Judy Retter	Torrance Memorial
Vicki McLaughlin	Torrance Marriott
Jim Ellingson	CERT
Sumie Imada	New Horizons
Irene Kosidlak	Citizen
Kevin Kosidlak	Citizen

COMMENTS FROM THE PUBLIC:

None

REPORT ON POSTING OF AGENDA:

Motion - Galbasin. Second - Siani All Ayes.

MINUTES FOR APPROVAL:

A. July 28, 2010. Motion – Galbasin Second – Siani All Ayes.

NEW BUSINESS:

A. Natural Hazard Mitigation Plan Update

Bonano reports the Plan is moving along, slowly but surely. She has spoken with the E-Prep Committee about placing the Plan on the calendar (as Siani had mentioned at the last meeting, placing the Plan on the Disaster Council calendar for annual update), thus each would be reminded and keep it timely

Thus far there have been no major changes. At the last meeting, Section 2.1 (pages 49 through 69) was reviewed; tsunamis will be included. We received information from other cities that would help us work in our Plan. Some earthquake activity updates in that section that base the city facilities on appraised value as opposed to replacement value. Not certain why five years ago it was based on appraised value, but now it will be replacement value which is much better for the City. This change is not yet reflected in the text, but it was decided at the meeting. There is a lot of verifying in those pages that information in the Plan is updated, correct, and still good; looking up web sites, calling phone numbers and making sure the latest earthquake information is in that section.

Glass asked if any changes have been put in writing. Bonano stated nothing has been submitted, they do have a working document, an electronic copy. Glass again reiterated he would like changes sent to the DC so they can discuss it and feedback can be taken to the E-Prep Committee

Bonano will provide the commissioners with a copy of the items reviewed, discussed and changes at the last meeting by email. Siani asked if the document includes updates for implementation and ideas, and noted some changes that have been made. Bonano stated the some of the items have been placed in the working document. The tsunami section spoken of earlier is not yet reflected in the working document.

Glass requested the opportunity to see what, if any, changes they came up with regarding wildfires. Bonano stated they are still working on this, and referred to a letter being worked on and some maps will be included, and we're still deciding what to do with the section. However as of now, nothing has changed and she will provide a copy to the commissioners by email.

B. Natural Hazard Mitigation Plan Public Comment Opportunity

No comments by the public. Glass expressed the need to have copies of the information and changes in writing in order to discuss it, especially with meetings being held every two weeks.

C. Shake-Out Update

Bonano stated they are in the midst of planning, working things out and putting together player packets. The DSVs will be involved, with Henderson Library being the ADC that will be drilled that day. A major emphasis will be on public works activity. Things happening in the city will be scripted that will call not only

Police and Fire (the first responders), but will be basing heavily on public works action in the city. The Public Works Department wants to put some of their people and trucks out in the streets and do some exercises. There will be a critical facilities check by TARA along with CERT, ADT along with library staff. We are getting departments and things in place, and working on getting injects done. There is interest in participation from the City Manager's office. Expecting to make an informal announcement at the Council meeting on September 21st, and carry it out on October 21st.

Glass asked if individual departments were doing anything, or just the one.

Bonano stated several departments were asking if they can evacuate, and if not, at least drop, cover and hold on. She stated they were making a list of departments who will participate. Last year, some of them were not able to evacuate. The PD will participate and use their plan and other departments will report in as to who did participate.

Galbasin stated MYN will be participating in the drill.

Jim Ellingson inquired if the BSA and all of their scouts would be involved, as he and a neighbor in Riviera are involved with the scouts. Commissioner Galbasin advised the event takes place on a Thursday, which is a school day. Glass stated that TUSD was planning something fairly extensive. Galbasin mentioned there may be a liability issue with the City allowing the BSA to participate.

Bonano stated the exercise would be limited to city organizations, registered DSVs, and keeping in contained at Henderson Library. She stated they would not be pulling anyone in from Boy Scouts. They can do something on their own, in their neighborhood, with their school.

Irene Kosidlak stated their troop leader will visit the ShakeOut website as suggested and do something at a troop meeting.

OLD BUSINESS:

A. Disaster Council Award Status

The final version of the proposed letter was given to the commissioners and Bonano. Glass asked for a vote so the letter could go before City Council.

Motion – Siani. Second – Galbasin. All Ayes

(Letter read aloud by Chair Glass.)

Friedman inquired if the nomination form would be put on the City web site so everyone essentially has access to it. Glass affirmed if the Disaster Council Award is accepted, they would ensure the publicity.

B. Enhance Disaster Council Attendance Status

Bonano sent an email on Monday to the community and City appointees (noted a few new visitors at today's meeting as a result of that). At this time, Salvation Army is the only business that has not responded in providing a contact between Emergency Services and theirs. Friedman stated they are pretty busy group and it is better to communicate with them face-to-face and suggested making a brief visit to their office. It was suggested to contact their Advisory Board or soliciting assistance from ex-councilman Nowatka.

C. Emergency Operations Plan (EOP) Status

Bonano reported they are waiting on more revisions, forms from the City attorney's office which were revised and forms for the EOC for use during drills. It is just a matter of time to get the revisions back. Hope to put it through the City Council meeting on September 21 for their approval. The consultant is working on the revisions right now. Glass questioned and confirmed the September 21st date.

D. CPR Class with TMMC Status

Bonano reported that advertising is needed. Galbasin inquired of a flier to which there is not as yet. Bonano was not able to find that which had been used the last time, a template or an electronic file. She will work with Central Services to come up with one. Several offered to provide a copy of last year's. TMMC's Retter offered to send a copy of the flier used two years ago. Galbasin will provide a copy to Bonano, which will require changing the logo and the date. Retter reminded the flier is needed since the event is October 9th.

Caroline Elam asked if the flier will have to be approved by the Council. Galbasin stated that since it is the same as the year before, requiring only a change of the logo and date, no approval would be needed for flier. Bonano stated the flier would be fine as the event has already been approved. Bonano asked Guisina if she could check for a flier. Bonano stated she will get on it as soon as received and send it over to get done.

Glass requested the times for the classes. Retter stated there will be two classes; the same class repeated with one from 8:00 to 12:00 and one from 1:00 to 5:00 on Saturday, the 9th.

Siani asked if the class is for certification. Retter stated no, the class is CPR for family and friends, just a four-hour class and does not qualify for what healthcare workers need who need official BLS certification which is an eight-hour class and this is not it. She stated this is a great class and covers CPR on adults, children and infants, as well as choking. At the end of the class, you will have a book and at the back of the book there is a card which comes out that you can carry that says you took the four-hour class, but it does not qualify as official certification.

ORALS:

A. Comments from Commissioners

Galbasin provided an overview of the drill conducted by CERT and TARA with the library last Wednesday (8/18). They found things that need to be worked on and some things that went well. They have decided to make lists and short sets of instructions set up for the librarians to put in their emergency barrels so they know what it is they need to do at the time of an event. We hope to have, every three to four months, an ADC drill at different ADC locations so that everyone can be kept up to speed; CERT and TARA members, and librarians as well. For the sake of visitors, Galbasin explained an ADC is an area disaster center, which is what the branch libraries become seconds after a disaster.

Galbasin mentioned the 24th Academy for Torrance CERT will begin this September, and deferred to Friedman to elaborate further.

Glass informed the DC that Wednesday night's drill went well because they found out what has to be taken care of. He also informed the DC that Exxon Mobil again donated funds to the CERT program, and deferred further comment to Friedman.

B. Announcements/Updates

Giesuina Paras announced she would help Bonano with running the CPR and the DC award once it is approved.

Jan Wierzbicki, senior librarian for Henderson Branch, commented on the disaster training recently held. She stated the group did a really good job at the drill in creating the chaos of a disaster. The librarians were stunned; there were about six to eight librarians. She liked the idea of putting items in emergency barrels, putting handouts where each station should be. She stated one of the things done well was getting out. There was a lot of role playing from the volunteers who included TARA, CERT and librarians. One of the roles was that of a person who spoke only German with a disaster, with an emergency and the group found the German dictionary quickly. She agreed that more training is needed and that it was a great experience, fun and very educational.

Irene Kosidlak and Kevin Kosidlak were in attendance. Kevin is working on his emergency preparedness badge for Boy Scouts.

TFD's Friedman provided an update on the final selection for civilianization of his position (replacement) will be selected in the next couple days. Friedman spoke of the grant from Exxon Mobil, being humbled by their generosity. Exxon Mobil has supported the CERT program almost from the very start. Friedman stated they approached him on continuing their support of the CERT program and this grant, particularly, is dedicated to disaster preparedness supplies for the CERT graduates and more specifically, for the people who continue on DSVs for the City. This translates into a year of disaster preparedness supplies. Friedman asked Galbasin when the next academy would be, after September, which would be in March. Friedman states he has to have a new vendor in place to work on what is wanted in terms of updated disaster supply lists for them. He announced the September CERT academy is full. Friedman expressed that his office will continue to do whatever they can to assist the DC, boy scouts, girl scouts, etc.

Sutherland from the Treasurer's Office asked Friedman to tell the group the amount of the grant given by Exxon Mobil. Friedman humbly stated the grant is \$10,000.

ADJOURNMENT:

Motion - Galbasin Second - Siani All Ayes

The meeting was adjourned at 3:35 PM to a meeting on Wednesday, September 22, 2010, to be held in the West Annex Commission Meeting Room, 3031 Torrance Boulevard, Torrance, California.

These August 25, 2010 minutes were approved as submitted on September 22, 2010.